

Bernalillo County

Your Guide to Programs and Services



www.bernco.gov

Bernalillo County Board of Commissioners



Five commissioners elected from representative districts oversee Bernalillo County government. The County Commission is responsible for:

- County general fund biennial budget of \$215,148,005 for fiscal year 2011 and \$216,742,166 for fiscal year 2012
- County ordinances & resolutions (local laws)
- Zoning & business regulation in the unincorporated areas
- Setting policies for the operation of county government
- Appointing individuals to various boards and committees

Maggie Hart Stebbins, Chair

District 3

Art De La Cruz, Vice Chair

District 2

Michelle Lujan Grisham, Member

District 1

Michael C. Wiener, Member

District 4

Wayne A. Johnson, Member

District 5

To contact your commissioner, call 505-468-7000

Table of Contents

Animal Care Services	1
Assessor	1
Budget and Finance	1
Community Health Council	2
Cooperative Extension Service	2
County Clerk	2
County Manager	3
Department of Substance Abuse Programs	3
Economic Development	3
Emergency Communications Center	4
Environmental Health	4
Fire and Rescue	4
Did You Know?	5-6
Graffiti Hotline (24 Erase)	7
Health Commons	7
Housing	7
Human Resources	8
Jail (Metropolitan Detention Center)	8
Library System	8
Neighborhood Coordination	9
Parks & Recreation/Open Space	9
Probate Judge	9
Public Information	10
Public Works	10
Purchasing	10
Sheriff	11
Treasurer	11
Youth Services Center	11
Zoning, Building, and Planning	12

Animal Care Services protects the safety, health, and welfare of the public while enforcing the humane treatment of animals.

Location: 1136 Gatewood, SW, Albuquerque, NM 87105

Phone: 505-314-0280

Fax: 505-873-6709

Hours: Monday - Friday, 8 a.m. to 4:30 p.m.

E-mail: animal@bernco.gov

Assessor determines the property value of homes, businesses, and other taxable property in Bernalillo County. The Assessor's Office also prepares the tax roll for the county treasurer on real property (land and improvements); personal property (business equipment); livestock and manufactured homes.

Location: 501 Tijeras, NW, Albuquerque, NM 87105

Phone: 505-222-3700

Fax: 505-222-3770

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: tsams@bernco.gov

Budget and Finance manages the county budget and is responsible for providing county management and the public with information required to assess the current and future financial position of the county.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-7020

Fax: 505-468-7201

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: budget@bernco.gov

Community Health Council strives to improve the health and well-being of all Bernalillo County residents through a variety of strategies and activities. The health council has two priorities: to assist in the reduction of the high teen birth rate in Bernalillo County (ages 15-19) and to increase access to health care for people living in Bernalillo County.

Location: 111 Union Square, SE, Albuquerque, New Mexico 87102

Phone: 505-468-7650

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: info@bernco.gov

Cooperative Extension Service offers research-based information and programs to residents in Bernalillo County. The extension service utilizes New Mexico State University extension resources such as agriculture, horticulture, home economics, 4-H, and youth development.

Location: 1510 Menaul NW, Albuquerque, NM 87107

Phone: 505-243-1386

Fax: 505-243-1545

Hours: Monday - Friday, 8 a.m. to 4:30 p.m.

E-mail: bernalil@nmsu.edu

County Clerk conducts major elections, including the primary and general elections in even-numbered years, and the Albuquerque Public Schools and Central New Mexico Community College elections in odd-numbered years. Most public records are filed in the Clerk's Office, which include deeds, mortgages, liens, judgements, marriage licenses, and divorces.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-1290 Administrative Office

Fax: 505-468-1293 Bureau of Elections

Fax: 505-468-1294 Recording & Filing

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: clerk@bernco.gov

County Manager carries out policies and serves as the chief administrative officer of county government. The manager also serves as a liaison to the full-time elected officials.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-7000

Fax: 505-462-9813

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: manager@bernco.gov

Department of Substance Abuse Programs (DSAP) provides fundamental community public safety by offering free care to county residents affected by alcohol and/or drug abuse or dependence. DSAP also has a comprehensive DWI prevention program.

Location: 5901 Zuni, SE, Albuquerque, NM 87108

Phone: 505-468-1555

Fax: 505-462-9844

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: info@bernco.gov

Economic Development assists the business community in locating and expanding within Bernalillo County. The department collaborates with various agencies in job creation and business community support, helps expedite permitting for development, and assists potential applicants in the development process.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-7185

Fax: 505-462-9817

Hours: Monday - Friday, 8 a.m. to 4:30 p.m.

E-mail: agonzales@bernco.gov

Emergency Communications Center (911) facilitates timely response by law enforcement and fire department to public safety requests.

Phone: 911 for emergencies
Phone: 505-798-7000 for non-emergencies
Fax: 505-798-7006
Hours: 24 hours per day
E-mail: 911_Information@bernco.gov

Environmental Health works with the community to preserve and protect a quality environment that assures optimum public health and safety.

Location: 111 Union Square, SE, Albuquerque, NM 87102
Phone: 505-314-0310
Fax: 505-314-0470
Hours: Monday - Friday, 8 a.m. to 5 p.m.
E-mail: eh@bernco.gov

Fire & Rescue protects lives and property through response, prevention, and proactive education.

Location: 6840 2nd Street, NW, Albuquerque, NM 87107
Phone: 505-468-1310
Fax: 505-462-9746
Hours: Monday - Friday, 8 a.m. to 4:30 p.m.
E-mail: fire@bernco.gov

Did You Know?

- Office of Emergency Management sends out text alerts to warn the public about inclement weather conditions or dangerous situations. Sign up at www.nixle.com
- Water resources/rain barrel programs provide free rain barrels for eligible residents to take home. Visit www.bernco.gov for an application or call 505-848-1500.
- Solid Waste curbside program offers one, free, large item pick-up per month. Call 505-892-1200 to schedule.
- Zoning, Building, Planning, & Environmental Health Department provides low-cost radon kits and free follow-up advice. Call 505-314-0350 for more information.
- For after-hours emergencies at park facilities, call 505-224-2119 for assistance.
- Rent rooms for special occasions at a community center near you. Call 505-314-0400 for more information.
- Housing Department partners with non-profit organizations to provide supportive services such as GED and financial literacy classes. Call 505-314-0200 for more information.
- Office of Social Services offers social service funding to non-profits every four years for requests over \$10,000. Call 505-468-7000 for information on how to submit a proposal.

Did You Know?

- Probate judge has pro se forms (will and no will) for people representing themselves without an attorney. Packet costs \$5.00. To obtain a packet, call 505-468-7233.
- Bernalillo County Sheriff's Office provides neighborhood crime statistics. Available at area command centers. East Mountain : 505-281-3377/505-281-1400; North Valley: 505-314-0030; South Valley: 505-314-0010, or e-mail **BCSOCrimeAnalyst@bernco.gov**
- You can qualify for a special irrigated or dry agricultural reduced land valuation if you own one or more acres that are primarily used for agricultural activity. Call the county assessor at 505-222-3700.
- Treasurer's Office offers an online, estimated property tax calculator to estimate property taxes based on the current mill levy rate set by state/local governments. Visit **<http://www.bernco.gov/live/departments.asp?dept=2319>**
- Track your absentee voting ballot online at **<https://www.bernco.gov/absenteevote/>**
- Bernalillo County Extension Service provides accurate, research-based gardening information through training, programs, websites and telephone hotlines. Call 505- 243-1386 or visit **GrowWithUs@nmsu.edu**

Graffiti Removal Program removes graffiti throughout the unincorporated area of Bernalillo County. The program works with residents to empower their community.

Location: 2400 Broadway Blvd. SE, Building D,
Albuquerque, NM 87102

Phone: 243-7273 Hot line (24-ERASE)

Hours: Monday - Friday, 8 a.m. to 4:30 p.m.

Health Commons provides an integrated medical system that serves the medical needs of our low-income community. Primary medical, dental and behavioral health services are offered at this state-of-the-art facility.

First Choice

Location: 2001 Centro Familiar, SW, Albuquerque, NM 87105

Phone: 505-873-7400

Fax: 505-877-4400

Hours: Monday - Friday, 8 a.m. to 5 p.m.

Public Health

Location: 2001 Centro Familiar, SW, Albuquerque, NM 87105

Phone: 505-873-7477

Fax: 505-452-4048

Hours: Monday - Friday, 8 a.m. to 5 p.m.
closed 12 p.m. to 1 p.m.

Housing provides safe, affordable housing to income eligible residents of the county and administers programs in accordance with federal, state and local laws, ordinances, regulations and guidelines.

Location: 1900 Bridge, SW, Albuquerque, NM 87105

Phone: 505-314-0200

Fax: 505-462-9737

Hours: Monday - Friday, 7 a.m. to 5:30 p.m.

E-mail: housing@bernco.gov

Human Resources coordinates the posting of job openings, accepts and reviews applications, and manages the hiring process. The department provides training for employees and manages the benefits available to county employees.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-1500

Fax: 505-468-1527

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: hr@bernco.gov

Jail (Metropolitan Detention Center) protects the public and provides a safe and secure environment for both inmates and staff under the principles of direct supervision and in accordance with the American Correctional Association standards.

Location: 100 John Dantis Drive, SW, Albuquerque, NM 87151

Phone: 505-839-8700

Hours: Administrative Offices

Monday - Friday, 8 a.m. to 5 p.m.

MDC Information Desk - 8 a.m. to 8 p.m.

E-mail: mdc@bernco.gov

Library System (Albuquerque/Bernalillo County) provides access to reading materials, videos, computers, a book shop, and databases. Residents can download digital media, join online book clubs, access homework help assistance, sign up for monthly newsletters, and much more.

South Valley Location: 3904 Isleta Blvd. SW, Albuquerque, NM 87105

Phone: (505) 877-5170

Downtown Location: 501 Copper Ave. NW, Albuquerque, NM 87102

Phone: 505-768-5170

Fax: 505-768-5191

Hours: Call for specific hours

E-mail: nmcustsvs@cabq.gov

Neighborhood Coordination administers the county's neighborhood association ordinance and is a liaison between neighborhood associations and county government. Neighborhood coordinators attend association meetings and provide resources and information about county services.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-1279

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: bmiera@bernco.gov

Parks & Recreation/Open Space provides recreational opportunities and leisure and community services to promote public well-being and quality of life for the youth, adults, senior citizens and special needs populations in Bernalillo County.

Location: 111 Union Square, Albuquerque, NM 87102

Phone: 505-314-0400

Fax: 505-314-0436

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: parks@bernco.gov

Probate Judge serves the public in exercising jurisdiction over cases of informal probate for the proper settlement of estates of the deceased.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-1233

Fax: 505-468-1298

Hours: Monday - Friday, 8 a.m. to 4:30 p.m.

E-mail: probate@bernco.gov

Public Information works with the Board of County Commissioners, other county elected officials, the county manager, and internal departments to develop and implement strategic communications plans.

Location: 415 Tijeras, NW, Albuquerque, NM 87102

Phone: 505-468-7246

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: info@bernco.gov

Public Works provides safe, efficient, facilities and services through long-range planning, quality design and construction, and proper maintenance. The county's anti-graffiti program is also part of the Public Works Division.

Location: 2400 Broadway, SE, Albuquerque, NM 87102

Phone: 505-848-1500

Fax: 505-848-1510

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: publicworks@bernco.gov

Purchasing serves all county departments and the vendor community in accordance with applicable mandates and New Mexico state statutes.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-7013

Fax: 505-468-7067

Hours: Monday - Friday, 8 a.m. to 5:00 p.m.
closed 12 p.m. to 1 p.m.

E-mail: purchasing@bernco.gov

Sheriff commits to working in a problem-solving partnership with individuals, community groups, and businesses to fight crime and improve the quality of life for Bernalillo County residents.

Location: 400 Roma, NW, Albuquerque, NM 87102

Phone: 505-468-7100

Fax: 505-468-7299

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: sheriff@bernco.gov

Treasurer collects property taxes for Bernalillo County and oversees county investments. Property taxes are distributed to Albuquerque Public Schools, Central New Mexico Community College, City of Albuquerque, Middle Rio Grande Council District, State of New Mexico, University of New Mexico, and other entities.

Location: One Civic Plaza, NW, Albuquerque, NM 87102

Phone: 505-468-7031

Fax: 505-462-9768

Hours: Monday - Friday, 8 a.m. to 5 p.m.

E-mail: treas@bernco.gov

Youth Services Center works with those youth placed in custody in a safe and secure environment according to the principles of direct supervision and standards of the American Correctional Association.

Location: 5100 2nd Street, NW, Albuquerque, NM 87107

Phone: 505-468-7236

Fax: 505-462-9917

Hours: Monday - Friday, 8 a.m. - 12 p.m. and 1 p.m. - 5 p.m.

E-mail: bcysc@bernco.gov

Zoning, Building and Planning reviews building plans, issues appropriate permits, and inspects building progress. Zone change requests are reviewed and permits are issued.

Location: 111 Union Square, SE, Albuquerque, NM 87102

Phone: 505-314-0350 Main Line

Phone: 505-314-0351 Inspection Line

Fax: 505-314-0480

Hours: Monday - Friday, 8 a.m. to 4:30 p.m.

E-mail: zoning@bernco.gov



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